



Reference Guide #9

How to access NWC Library's databases from home: **PROXY Account**

The Library Proxy System gives Naval War College staff, faculty, and students external access to the College's subscription databases. The username will always remain the same, but the password will change every 6 months, in May and November of each year.

- **To learn the username and password for a proxy server account:**

On the NWC **INTRANET**, click *Library Proxy System* under Research Sources.

This generic login information does not protect a DoD network, but does protect the intellectual property of the commercial databases. It is NOT to be transferred to any other party. You are authorized to use this system only while employed by the Naval War College, or while attending the College as a resident or distance education student.

- **To search the NWC databases from home, or from an off-campus site:**

Go to the NWC Library homepage [www.nwc.navy.mil/library].

On the right hand side of the homepage, click *Databases*.

Click [External User Access](#).

Click the name of the database you wish to search.

When prompted, enter the Proxy Server Account Username and Password. Click *Submit Query*.

NOTE:

- **Proxy Server Account USERNAME and PASSWORD** are case sensitive.
- The **Proxy Server Account** is **DIFFERENT** than the **NWC Account** you use for email access.

Problems Accessing Databases from Outside NWC

If you are having problems accessing databases from home, there might be a problem with your computer's setup. Try the following on your home computer and see if your problem is resolved:

Open Internet Explorer.

Go to **Tools; INTERNET Options; Security**.

Click *Trusted Sites*.

Click *Sites* button.

Enter <http://www.nwc.navy.mil>

Select *Add*.

Enter <http://ezlib.nwc.navy.mil> .

Select *Add*.

Hit **OK** enough times to get back to the browser.

Close browser and retry access.

Please see a Reference Librarian for further assistance.